



Thursday, March 20, 2025 AGENDA

Organizational Meeting – **7:00 PM**
SAU 106 Boardroom

Justin Krieger, Superintendent

- 1. Call to Order – presided over by the Superintendent**
- 2. Roll Call – Minute Taker**
- 3. Pledge of Allegiance**
- 4. Election of Officers**
 - a. Chair
 - b. Vice Chair
- 5. Appointments**
 - a. District Clerk
 - b. School Board Recording Secretary
 - c. School Treasurer
 - d. Assistant School Treasurer
- 6. Bonding (RSA 197:23-a, Policy Code: DH)**
 - a. School Treasurer
 - b. Assistant School Treasurer
- 7. Designating Banks**
 - a. Bank Depository
- 8. Review & Reaffirm Policies DFA & EI, & Procedure BCA-R**
- 9. Designating Dates, Times, and Place for Monthly Meetings**
- 10. Adjournment**

Regular Business meeting to immediately follow this organizational session.

Timberlane Regional School District	Policy Code: DH
Adopted: 05-05-83 Revised: 01-03-91 Revised: 10-07-99 Revised: 03-17-11 Revised: 02-18-16	Page 1 of 1

BONDED EMPLOYEES AND OFFICERS

State law requires that the Treasurer and Assistant Treasurer be bonded. The District will arrange a Public Officials Bond to cover the Treasurer and each Assistant Treasurer as required by statute and Department of Revenue Administration regulations.

It is the practice that any employee who administers student activity money shall be bonded.

Any employee who administers funds for the District will be bonded appropriately. The District will arrange a Blanket Position Bond, including a Faithful Performance endorsement on all employees who administer funds for the District. The cost of said bond to be paid by the District.

Legal Reference:

*RSA 197:22, Treasurer's Bond
NH Department of Revenue Regulations*

Timberlane Regional School District	Policy Code: DFA
Adopted: 10-07-99 Revised: 10-16-08 Revised: 05-02-13 Revised: 05-08-14	Page 1 of 2

INVESTMENT

The School Board authorizes the School District Treasurer working in conjunction with the Superintendent and his/her designee and pursuant to RSA 197:23-a to invest the funds of the District subject to the following objectives and standards of care.

OBJECTIVES

The three objectives of investment activities shall be safety, liquidity, and yield.

1. Safety of principal is the foremost objective in this policy. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital by mitigating credit and interest rate risk. This will be accomplished by limiting the type of the investments and institutions to those stipulated by statute and fully covered by FDIC insurance or collateral approved pursuant to applicable law.
2. Liquidity of the investment portfolio shall remain sufficient to meet all operating requirements that may be reasonably anticipated.
3. Yield. The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above.

STANDARDS OF CARE

1. Prudence. The standard of prudence to be used by the School District Treasurer and Superintendent or his/her designee involved in the investment process shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. They are directed to use the Government Finance Officials Association's Recommended Practices and Policy Statements Related to Cash Management as a guide to the prudent investment of public funds.
2. Ethics and conflicts of interest. The School District Treasurer and Superintendent or his/her designee involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program or that could impair their ability to make impartial decisions. Employees and Investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial institutions with which they conduct business. They shall also disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officials shall

Timberlane Regional School District	Policy Code: DFA
Adopted: 10-07-99 Revised: 10-16-08 Revised: 05-02-13 Revised: 05-08-14	Page 2 of 2

subordinate their personal investment transactions to those of the School District particularly with regard to the timing of purchases and sales.

3. Internal Controls. The School District Treasurer and Superintendent or his/her designee shall establish a system of internal controls which shall be documented in writing. The internal controls shall be reviewed periodically by the School Board and an independent auditor.

The Board will review the investment policy annually.

Statutory Reference:

RSA 197:23-a

RSA 383:22

Timberlane Regional School District	Policy Code: EI
Adopted: 01-01-83 Reaffirmed: 02-07-91 Revised: 09-20-01, 06-02-16, 09-06-18 Reaffirmed: 03-18-21	Page 1 of 1

RISK MANAGEMENT

The Board will annually re-affirm, at the March organizational meeting, a comprehensive plan for Risk Management to protect the financial resources of the district, preserve its ability to provide an educational program, and protect individuals from personal loss as a result of carrying out their responsibilities for the district.

Administration of this Board policy will be under the direction of the Business Administrator for property and liability, and the Director of Human Resources for employee coverages. Administration is charged with responsibility to regularly evaluate exposures, develop strategies to control losses, place insurance coverage, maintain property appraisals and inventories, process claims, maintain loss records, and supervise loss prevention activities.

The Board may assume the risk of property damage, legal liability, and dishonesty in all cases in which the exposure is so small or dispersed that a loss would not significantly affect the operations or financial position. The Board will institute a planned, funded program of self-insurance where risks can be reasonably predicted, combined with excess insurance against catastrophic loss.

The Board may also participate in a pooled risk management program. The pooled risk management program may be utilized for: the defense of claims and indemnification for losses arising out of the ownership, maintenance, and operation of real or personal property and the acts or omissions of school officials, school employees, or agents of the school district; the provision of loss prevention services including, but not limited to, inspections of property and the training of personnel; and the investigation, evaluation, and settlement of claims by and against the school district. Membership in a pooled risk management program will conform to the provisions set forth in RSA 5-B and related statutes.

Legal Reference:

RSA 194:3, III Powers of Districts

RSA 194:5-B:6 Declaration of Status Tax Exemption, Liability

Appendix EI-R

Timberlane Regional School Board	Procedure Code: BCA-R
Adopted: 09-20-01 Revised: 04-02-09 Revised: 09-05-13 Revised: 03-31-20	Page 1 of 2

SCHOOL BOARD MEMBER ETHICS/EXPECTATIONS

AS A MEMBER OF THE SCHOOL BOARD, AND IN ACCORDANCE WITH MY OATH OF OFFICE, I WILL STRIVE TO IMPROVE PUBLIC EDUCATION BY STRIVING TO ADHERE TO THE FOLLOWING EXPECTATIONS:

1. Attend all regularly scheduled Board meetings, insofar as possible, and become informed concerning issues to be considered at those meetings.
2. Understand that the Board, as governing body, does not manage the District, but rather sets the broad goals and standards for the District by way of policies adopted by a quorum of the Board at proper meetings under the Right-to-Know law.
3. Be informed about current educational issues by individual study and through information, such as those sponsored by my state and national school board associations.
4. Make decisions and take votes based upon the available facts, the full deliberation of the Board, and my independent judgment, and refuse to surrender or subordinate that judgement to any individual or special interest group.
5. Work respectfully with other Board members by encouraging the free expression of differing opinions and ideas.
6. Seek opportunities for the Board to establish systematic communication channels with students, staff, and members of the community.
7. Recognize that as a general principle the District and its students benefit when Board decisions, which have been made following consideration of all sides and vote of a quorum, receive the subsequent support of the whole Board, whenever practicable.
8. Respect the confidentiality of information that is privileged under applicable law or is received in confidence or non-public session.
9. Recognize that individual Board members are without authority to act relative to School District business, and that I may not individually commit the Board to any action except as specifically designated to do so by Board action.
10. Understand the chain of command and refer problems or complaints to the proper administrative office per applicable School Board policies.

Timberlane Regional School Board	Procedure Code: BCA-R
Adopted: 09-20-01 Revised: 04-02-09 Revised: 09-05-13 Revised: 03-31-20	Page 2 of 2

11. Work with the other Board members to establish effective Board policies, and foster a relationship with the District administration toward the effective implementation of those policies and management of the District operations, personnel and facilities.
12. Communicate to the Superintendent and to the Board (only as consistent with the Right-to-Know law) expressions of public reaction to Board programs, policies and other Board actions.
13. Present personal criticisms concerning District operations, staff, etc. to the Superintendent, not to District staff, the public, or unnecessarily at a Board meeting.
14. Establish policies and protocols for systematic communications with students, staff, and members of the community. Support the employment of those persons best qualified to serve as school staff and insist on a regular and impartial evaluation of all staff.

School Board Member Signature

Date



TIMBERLANE REGIONAL SCHOOL BOARD MEETING DATES FOR 2025-26

August		September		October			
14		4		2			
		18		16			
November		December		January		February	
6		4		8*		5**	
20		18		22*		19	
March		April		May		June	
5		2		7		4	
19		16		21		18	

Meetings will convene at **7:00 PM** at the

SAU 106 Boardroom, 30 Greenough Road, Plaistow, NH

(unless otherwise indicated in individual meeting postings).

The Timberlane Regional School Board reserves the right to amend these dates, location, or times as necessary. Visit www.Timberlane.net for more information.

* Rescheduled to the second and fourth Thursdays of January due to the New Year's Day holiday.

**Tentative Date of 2026 Deliberative Session



Thursday, March 20, 2025 AGENDA

Regular Business Meeting
SAU 106 Boardroom
Immediately Following Organizational Meeting

Justin Krieger, Superintendent

1. Call to Order – Chair
2. Approval of Minutes
3. Delegates and Individuals
4. Student Representative
5. Current Business
 - a. Election Results – INFORMATIONAL
 - b. Cooperative Hockey Team – ACTION
 - c. Track Boosters Sponsorship – ACTION
 - d. Elementary Enrollment Update – INFORMATIONAL
 - e. AP Psychology Textbook: First Read – ACTION
 - f. Request for Single Source Vendor Re: Utility Van Purchase – ACTION
 - g. Title Change from Director of Plant Operations – ACTION
 - h. Set Graduation Date – ACTION
 - i. Budget to Actual Report – INFORMATIONAL
 - j. Phase 3 of Lease – ACTION
 - k. Policies – ACTION
 - l. Firewalls RFP – ACTION
6. Administrator's Report
7. Personnel Report
8. Committee Reports/Reports of the School Board
9. Other Business
10. Nonpublic Session – if required.

DATE	TIME	LOCATION	TYPE OF MEETING
4/3/25	5:00 PM	SAU Boardroom	Policy
4/3/25	7:00 PM	SAU Boardroom	School Board

NOT APPROVED

Note: When feasible, TRSB meetings are videotaped. These meeting minutes reflect only a basic summary of the meeting topics, discussion, and action. The Vimeo recording of this meeting can be viewed at: <https://vimeo.com/trsd>
Materials presented at the board meeting may be viewed at: [School Board Meeting Agenda Materials](#)

Timberlane Regional School Board Meeting Minutes

Regular Board Meeting
March 6, 2025
7:00 PM

Superintendent's Office
30 Greenough Road
Plaistow, NH

Call to Order

Board Members Present

Katie Knutsen, Mark Sherwood, Kim McCormick, Brienna Woodworth,
Donald Woodworth, Alyssa Kowalczyk, Shauna Manthorn, Jack Sapia

Excused absence: Paul LeCain

Seated at the Board Table

Justin Krieger, Superintendent
Sandra Allaire, Assistant Superintendent
Chris Martin, Director of Operations
Abigail Robinson, Student Representative

Administrators Present

Mark Pedersen, Director of Secondary Education

Mrs. Knutsen called the meeting to order at 7:02 pm.

STUDENT, STAFF & FAMILY SHARE

Mr. Harris, Principal of Atkinson Academy introduced the Atkinson Academy Bear Robotics team and brought with him six students to showcase what they've learned. The students introduced themselves. They explained they had received a grant from the NH Department of Education which they used to get new robotic kits. They have a competition coming up in May. The students described how they use block coding. They brought with them two robots they built. The students spoke of what they have learned so far being part of the Bear Robotics. All the students agreed that this has taught them problem solving, working together and they have a lot of fun doing it.

Assistant Principal Danielle Foley at the High School talked about the alternative education pathways that are offered at the high school. She gave a brief explanation of the ELO program,

NOT APPROVED

the Evening Division program and HiSet. The Extended Learning Opportunities (ELO) is where students earn elective credits by pursuing interests outside of the traditional classroom. The Evening Division is for those students who want to take classes in the evening in order to earn credits toward their diploma. The HiSet is for students who prepare to pass the high school equivalency test to earn a high school equivalency certificate.

She brought three students with her to talk about the pathways they chose. A high school senior just finished his BioTrek ELO at ARMI in Manchester. He is also doing an engineering study and is designing an electric skateboard. Another senior explained he is working on getting his private pilot's license. He received his first class medical license in Lawrence which is required by the FAA. He will be moving to Florida to receive the other licenses he needs in order to get his commercial license. His end goal is to be able to fly airlines or private jets. Another high school senior is attending the Evening Division which allows her to work full time while earning credits towards her diploma. She admitted to not being a very good student but this program has really helped her and she got accepted into college. She wants to be an underwater welder and diesel mechanic. The Evening Division allows her the flexibility to really focus on the interests she has.

APPROVAL OF MINUTES

MOTION: Mrs. Woodworth motioned to approve the public minutes of 1/20/25 as amended. Seconded by Mrs. McCormick Motion passed: 7-0-1 (Mr. Sapia abstained)

STUDENT REPRESENTATIVE

Abigail Robinson presented her school-wide report and highlighted happenings around the district. Some of the highlights included the high school boys wrestling team and cheer team won the State Title. Atkinson Academy grades K-2 celebrated the 100th day of school. Danville 5th graders and staff members were thanked for participating in the dodge ball tournament. Sandown North will begin their 10-week reading event. Sandown Central will host a kindergarten information night on March 18th from 6:00 pm – 7:00 pm. The middle school has over 90 students in the ski club this year.

DELEGATES & INDIVIDUALS

MOTION: Mr. Sherwood motioned to add the 30 minutes to the end of the meeting. Seconded by Mr. Sapia Motion passed: 8-0-0

NOT APPROVED

CURRENT BUSINESS

a. NESDEC SY2024-2025 Enrollment Projection Report

Mr. Pedersen reviewed the New England School Development Council (NESDEC) report with the Board. The report shows the enrollment being stable for the next ten years. We will need the same body of staff for the next ten years. He compared the NESDEC report to reality and compared them with actual enrollments starting with 2003. The majority of the time, their projections were smaller compared to reality.

Mr. Sherwood stated that NESDEC goes by the number of births in each town but they did not take into account new building permits and that is where they get their fluctuations. Mr. Pedersen believes that they do take into account building permits but he doesn't know exactly what formulas they are using to do some of their projections.

b. Winter i-Ready Results

Mrs. Allaire presented the Fall/Winter i-Ready results to the Board. She explained i-Ready is used as a diagnostic tool. It assesses reading and math three times a year through Grade 8. It measures individual student performance against end of year grade level and curriculum standards and skills. The report shows how a class, grade level, and schools are performing along with domain-specific needs. The diagnostic results for an individual student shows their strengths and areas of need. This enables teachers to plan differentiated instruction and identify appropriate supports.

Mrs. Allaire explained that i-Ready is a national assessment developed by an independent company. These results are also for individual students and once the diagnostic is administered, there are family reports for each individual student in math and reading. These are available to parents in PowerSchool or parents can request a paper copy.

She presented some sample diagnostic reports. The assessments are done in September, January, and June. Mrs. Allaire reviewed the District i-Ready winter diagnostic results in reading and math. She explained the color coding used in the report, with green being mid or above grade level.

Mrs. Manthorn asked Mrs. Allaire to speak to what PLC is and how our grade level teachers use data in PLC meetings related to i-Ready. Mrs. Allaire explained that PLC functions a little differently between elementary and middle school. PLC is an acronym for Professional Learning Community. At the elementary level, our PLC's are our grade level teachers at each elementary school. For example, the first grade team is a PLC. They meet for 90 minutes each week and one of their functions is to look at student data. The Middle School PLC time is 45 minutes a

NOT APPROVED

week. Some of their work is focused on the data and some is focused on instructional planning.

Mr. Krieger stated that parents can always reach out to their teacher if they have any questions or concerns with their student's results.

c. Policies EBBB, JLCE, and FF

Mrs. Manthorn presented Policy EBBB Indoor Air Quality and Water Quality and Policy JLCE Emergency Care and First Aid for Second Read. Neither of these two policies had any changes from the First Read.

Mrs. Woodworth asked about the Danville lead in the water. Dr. Martin explained it has been mitigated with filtering systems and the appropriate replacement of fixtures. She said there are hand wash only faucets all over the District. She will check on whether or not there are still fixtures that may have signs on them and will share that information.

Mr. Sherwood asked for clarification on where it states in the policy "requires schools to install compliant water bottle filling stations or test and remediate all water outlets".

Dr. Martin said the Department of Environmental Services has certain requirements for water testing based on their statute. We are required to test. In addition to replacing fixtures, water filters are put on the fixtures that are deemed to contain lead.

Mr. Sherwood asked why they wouldn't put filters on all the water spigots. Dr. Martin explained it would be a cost issue and she said she doesn't feel there is a need to have to do that because they are still going to require us to test.

Dr. Martin stated she will put the testing data in a spreadsheet for the year to see where we are.

MOTION: Mr. Sapia motioned to accept Policy EBBB and Policy JLCE for a Second Read. Seconded by Mrs. Manthorn. Motion passed 7-0-1 (Mr. Sherwood abstained)

Mrs. Manthorn presented Policy FF Naming New Facilities as a First Read. This is an existing policy that has had more parameters added. Their current policy is vague and non-descriptive. She explained this policy is a tapestry of other school districts and from the NHSBA. There is criteria and general guidelines.

MOTION: Mr. Sherwood motioned to accept Policy FF as a First Read. Seconded by Mr. Woodworth. Motion passed 8-0-0

NOT APPROVED

ADMINISTRATORS REPORT

Dr. Martin announced it is Music in our Schools Month. The Dallas Brass Concert will be held at the PAC on April 15th at 7:00 PM. She thanked the Pollard PTSA for allowing her to talk with them about the warrants and some of the metrics of our District. The Athletic Department has fully staffed their coaching positions. She will be meeting tomorrow with the grounds crew and athletic department to discuss our spring season. On March 11th, a 30 foot milled oak beam will be installed in the 1803 portion of Atkinson Academy. Mr. Sapia would like to have some pictures or videos taken of that installation. There was a great deal of work done during February break throughout the district. There was a gas leak at the middle school due to the snow and ice. The timing was good that it happened over break. Dr. Martin referred to the video Mr. Sapia sent her regarding the envelope of the high school and the issues that exist on the façade. The facilities will identify areas inside the building to assess leakage and a tour will be provided for those areas if anyone is interested. EEI worked on punch list items during vacation. Summer work at the high school was discussed today which includes the remaining window work. Summer school will be held at the high school.

Mr. Sapia asked Dr. Martin about the canopy in front of the high school. There is a lot of ice up there. He asked if that is still scheduled for the spring. Dr. Martin said the guys are very mindful of it and it is on the list for demo. We have yet to firm up a date but it will be done.

Mrs. Allaire was with the Sandown PTA on Monday evening. She mentioned the amazing community members who are planning some really special activities for kids. Tuesday will be a PD Day. Teachers, paras, and administrators will be in attendance. There will be different workshops available throughout the day. Mrs. Allaire spoke of some significant work being done at the State level. The State Board of Education is moving toward potentially adopting revised minimum standards for public school approval. These are known as the ED 306 rules.

Mr. Krieger let the Board know that he just finished up his second round of visits with the Boards of Selectmen and they presented factual information on the District and pieces of information he believed the people needed to see and understand.

Mr. Krieger talked about the Dodge Ball game which was awesome. There were 150 kids and 60 staff who played. The Penguin Plunge raised \$10,000 for the Special Olympics. He will lead a PD session around discriminatory experiences with their students. They will be holding off signing the Phase 3 of the lease until after the vote. He will bring it to the Board at the next meeting. He will bring actual budget reports once a month to review the numbers. The NECC

NOT APPROVED

program was brought to the State Board of Education earlier in the year. We have an invitation from the Deputy Commissioner of Education to bring that presentation to the Council on March 19th. NECC is a contracted service at TLC and Atkinson Academy.

COMMITTEE REPORTS

Mr. Woodworth attended a policy meeting today and there will be four new things for first and second read coming.

Mrs. Knutsen attended the policy meeting today. Safety Committee met earlier this week.

Mrs. McCormick referred to the education bill that was passed and it is an enormous amount of work. Being on the Curriculum and Assessment Committee has been so eye opening about the work you don't see that gets done. It is very appreciated.

Mrs. Woodworth has a CIP meeting on April 14th and the Strategic Planning Committee will meet on March 20th.

Mrs. Kowalczyk asked if the Policy Committee will be working on a cell phone policy. Mrs. Manthorn said they have not yet worked on that.

OTHER BUSINESS

Mrs. Knutsen announced this will be Mrs. McCormick's last Board meeting. She has been a great asset to the Board and she thanked her for all she has done. She will be missed. The Board members shared that same sentiment.

Mr. Sherwood mentioned one question that comes up a lot regarding the administrative load in the District and asked Mr. Krieger to help explain it.

Mr. Krieger indicated they employ 36 administrators. The standard ratio for administrators is one for every 500 students. He said Timberlane could get to one administrator per 500 students, however, it would be destructive and catastrophic to what we offer and hope to be able to offer in the future. Danville has 287 students with two administrators; Pollard has 437 students with two administrators; Sandown North has 325 students with two administrators; TLC has 190 students with one administrator; Atkinson Academy has 365 students with two administrators; middle school has 733 students with 4 administrators and a special education administrator; high school has 936 students with 4 administrators and a special education administrator.

NOT APPROVED

He compared our numbers with other districts with similar population (Salem, Pelham, Londonderry, Sanborn, Hampstead). Hampstead elementary has 450 students with 2.5 administrators; middle school has 350 students with 2.5 administrators; Sanborn has PK-2 at 290 students with 3 administrators; Gr. 3-5 has 280 students with 3 administrators; the high school has 750 students with 7 admin. Londonderry has 450-520 elementary students with 3 administrators; the middle school has 950 students with 6 administrators; high school has 1,220 students with 10 administrators; Pelham elementary has 750 students with 4 administrators; middle school has 345 students with 3 administrators; high school has 512 students with 5 administrators. Salem high school has 1,115 students with 10 administrators; middle school has 774 students with 3 administrators; elementary schools range from 267-381 with one principal but possibly has a special education administrator. Mr. Krieger stated these numbers of administrators are similar to ours and on par with our model.

Mr. Sapia asked Mr. Krieger to provide some insight into teachers taking time out of their classrooms for training and growth and the need to have a substitute.

Mr. Krieger explained it is teacher/professional development. Teachers have the opportunity to request it as part of their professional development or we will direct them to attend some of those trainings. All of it happens with the approval of their administrator. When that happens, we fill that role with a substitute teacher.

DELEGATES AND INDIVIDUALS (cont'd) - There were no delegates or individuals requesting to speak.

Mrs. Knutsen reminded everyone that voting is on Tuesday and encourages everyone to get out to vote. There was no other public business before the Board.

**MOTION: Mrs. Manthorn motioned to enter non-public under RSA 91-A:3, Paragraph II (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. Seconded by Mrs. McCormick
Motion passed 8-0-0**

The Board was polled:

D. Woodworth – yes Knutsen – yes Sherwood – yes Sapia – yes Manthorn – yes
McCormick – yes Kowalczyk – yes B. Woodworth - yes

NOT APPROVED

Motion passed 8-0-0 to enter non-public at 9:20 pm.

The Board returned to public session at 10:55 PM to seal the minutes and adjourn.

MOTION: Mrs. Woodworth motioned to seal the minutes. Seconded by Mrs. McCormick Motion passed: 8-0-0

Respectfully submitted,

Linda Mahoney
Recording Secretary

Approved by the School Board on

**TIMBERLANE REGIONAL SCHOOL DISTRICT 2025
ANNUAL VOTING RESULTS**

#1: Election of Officers

		<u>Atkinson</u>		<u>Danville</u>		<u>Plaistow</u>		<u>Sandown</u>	
School Board (3 yr term)		NO VACANCY	354	Jennifer Heywood	936	Alyssa Kowalczyk	1125	Mark Sherwood	
			648	Marianne Springer					

**Budget Committee
(3 yr term)**

		NO VACANCY	440	Kristi Auclair	946	Susan Sherman	1093	Sheila Lowes	
			529	Brian Smith					

#2: Operating Budget	YES	819		818		678		896	3211	PASS
	NO	1204		403		799		643	3049	

#3: Amendment to the Articles of Agreement	YES	1540		715		1048		986	4289	PASS
	NO	415		432		364		507	1718	

#4: 2.5% Tax Cap on Operating Budget by Petition	YES	1014		774		833		976	3597	PASS
	NO	795		353		489		494	2131	

#5: Lease Purchase Agreement by Petition (Advisory Only)	YES	877		591		661		760	2889	PASS
	NO	803		403		483		561	2250	

#6: Lease Purchase Agreement by Petition (Advisory Only)	YES	719		382		473		492	2066	
	NO	954		599		654		812	3019	FAIL

#7: Fund Balance Retention by Petition	YES	849		476		520		640	2485	
	NO	810		459		566		650	2485	FAIL

#8: 3 Year Collective Bargaining Agreement (Timberlane Custodians' Union)	YES	1365		548		919		803	3635	PASS
	NO	534		569		452		669	2224	

#9: Authorization for Special Meeting on Cost Items	YES	1321		607		860		861	3649	PASS
	NO	533		462		442		582	2019	

#10: 3 Year Collective Bargaining Agreement (Timberlane Cafeteria Workers' Union)	YES	1469		633		1010		886	3998	PASS
	NO	440		482		356		588	1866	

#11: Authorization for Special Meeting on Cost Items	YES	1330		615		861		860	3666	PASS
	NO	528		471		448		580	2027	

#12: General Acceptance of Reports	YES	1600		753		1017		1093	4463	PASS
	NO	243		307		266		317	1133	

#13: Capital Reserve Fund by Surplus	YES	1293		548		873		831	3545	PASS
	NO	627		550		454		632	2263	

2025 MARCH VOTING RESULTS

Patricia Greenfield, District Clerk
3/12/2025



Timberlane Regional High School

36 Greenough Road • Plaistow, NH 03865 • Phone: 603-382-6541 • Fax: 603-382-8086 • www.timberlanehs.com

EXECUTIVE SUMMARY

March 20, 2025

The Timberlane Regional High School ice hockey program is looking to form a cooperative team with Pelham High School for the 2025-2026 school year through the 2026-2027, 2027-28 cycle. Per NHIAA By-Law IV, Sect. 9, applications for coop teams need to be submitted to the NHIAA for a hearing and final approval. I am asking for School Board approval and to be provided with the meeting minutes to include in our cooperative agreement application.

Based off of our projected roster numbers, as well as those from Pelham, both programs would benefit from this opportunity. At the conclusion of the 2025-2026 season, the cooperative agreement would then be reevaluated based off of the projected roster numbers for the next classification cycle.

Thank you for your consideration with this proposal.

Prepared By: Angelo Fantasia, CMAA. Director of Athletics.



TIMBERLANE-PELHAM BOYS ICE HOCKEY COOPERATIVE PROPOSAL



March 2025

To the NHIAA Ice Hockey Committee and the Classification Committee:

Timberlane Regional High School and Pelham High School would like to form a cooperative team for boys' ice hockey starting in the 2025-26 school year through the 2026-2027, 2027-2028 cycle that will compete in division 2. The commitment between the two schools would be at minimum through the conclusion of the 2025-2026 school year and will be reassessed at the conclusion of the season per By-Law IV Sect.9 Part H, "in the case of a mid-cycle approval, for the remaining year of the classification cycle. (CM 5.2023)" Timberlane Regional High School has not been part of a cooperative team, while Pelham was previously in a co-op with Nashua South since 2016-2017.

Details of the agreement are as follows:

Administration of the program

- The Timberlane-Pelham cooperative team will be administered by the Timberlane Athletic Director.
- Collaboration between the Timberlane and Pelham Athletic Directors and Principals will be necessary for a smooth transition and successful operation of this cooperative team.

Game administration

- A representative (Athletic Director, Athletic Coordinator, Assistant Principal, Principal, or other school designated Game Director) from both schools will be in attendance at all home and playoff games.
- If necessary, similar coverage will be provided at away games.
- An athletic trainer will be provided at all home games. Timberlane and Pelham will arrange a schedule to split the coverage between the two schools' athletic trainers.
- Police details will be scheduled for all home games by the Timberlane Athletic Department.

Coaches' eligibility

- Coaches' eligibility would be monitored and verified by the Timberlane Athletic Director.

Student-athlete eligibility

- Initial eligibility of student-athletes (academics, behavior, physical etc) will be determined by the students' home school, following already established policies and procedures.
- Continued eligibility of student-athletes for things such as daily attendance and school discipline will also be determined by the students' home school, following current school and district policy.

Transportation arrangements to practices and contests

- Students are responsible for their own transportation to practices and home games.
- Bus transportation would be provided to away games from Timberlane Regional High School.

Use of facilities

- Practices will take place at the Salem Ice Center and Methuen Ice Rink. Home games will take place at the Salem Ice Center. Facilities are subject to change.
- The team will follow the practice schedule set forth by the coaching staff in conjunction with the facility availability.

Funding

- Associated expenses will be paid for by the Timberlane Athletic Department. An invoice will then be sent to Pelham at the conclusion of the season. This invoice will reimburse the Timberlane Regional School District by a percentage of the total associated expenses determined by the team's rostered enrollment numbers. Enrollment roster numbers will be determined by the date of the first scheduled regular season game.

Procedure for dissolution of the agreement by a school

- Wishes to dissolve the cooperative agreement must be given during the season prior to dissolution (example, during the 2027-2028 season for dissolution at the end of that season).

Additional information

- All students wishing to participate in the Timberlane-Pelham boys ice hockey program will be afforded that opportunity.
- This program will be a no-cut sport.

We ask the committees, and then the NHIAA Council to approve this cooperative agreement so the Timberlane-Pelham team can play in the 2025-2026 season. The Timberlane Athletic Director will work with other division 2 athletic directors to keep the existing Timberlane schedule.

1	Enrollment breakdown between grades (9-12) for the current year	Lead School TIMBERLANE	Second School PELHAM
	9th	208	103
	10th	229	119
	11th	243	141
	12th	258	146
		Lead School TIMBERLANE	Second School PELHAM
2	Does your school have a sub-varsity program? (Yes or No)	No	No
3	Historical data (past three years minimum enrollment data)	Lead School TIMBERLANE	Second School PELHAM
	2023-2024	972	556
	2022-2023	995	581
	2021-2022	1028	580
4	Projected Enrollment (for the next three years)	Lead School TIMBERLANE	Second School PELHAM
	2025-2026	961	474
	2026-2027	960	445
	2027-2028	953	435
5	How many athletes from each school, for this sport?	16	5

Respectfully submitted,



Angelo Fantasia
Director of Athletics
Timberlane Regional School District



John Vaccarezza
Principal
Timberlane Regional High School



Justin Krieger
Superintendent of Schools
Timberlane Regional School District

Justin Huft
Director of Athletics
Pelham High School

Dawn Mead
Principal
Pelham High School

Eric McGee
Superintendent of Schools
Pelham School District

TIMBERLANE REGIONAL HIGH SCHOOL ATHLETIC FUNDRAISING ACTIVITY REQUEST FORM

In order to place an activity on the Athletic Department calendar, this form must be made out and submitted at least two weeks in advance of the activity to the Athletic Department. If the school facilities are needed a Use of Facilities form must also be filled out.

Name of Booster Organization	SPRING TRACK BOOSTERS
Contact Person	JESSICA APRILE, BOOSTER PRESIDENT
Telephone #	978-621-5707
Activity Proposed	TRACK SIGNAGE SPONSORSHIPS
Facilities Needed	N/A: TRACK FENCING
Activity Date	MARCH THRU APRIL 2025
Time	N/A
Location of Activity	N/A: TRACK FENCING
# of Students Involved	30-40
# of Adults Supervising	4-5
Estimated Profit	\$1500

Description or Purpose: ☐ Ad Book ☐ Tag Day ☐ Concession ☐ Clinic ☒ Other

Please Describe TRACK SIGNAGE SPONSORSHIPS

Required Signatures:

Athletic Director: 

Date: 3-10-25

Head Coach: 

Date: 3-10-2025

Town Official: _____

Date: _____

Other: _____

Date: _____

If you are fundraising during school hours, a school activity request must also be filled out.

(SIGN SPONSORSHIPS-PLEASE TURN OVER FOR DETAILED DESCRIPTION)

1. The Location of any Signs incorporating Businesses:
FENCE SURROUNDING THE OUTDOOR TRACK
2. The size of any signage:
3X5
3. The cost to the business:
\$100-500 DEPENDING ON TYPE OF SPONSORSHIP
4. Are there limits to the number of signs/businesses to be posted. PLEASE EXPLAIN
NONE
5. How will the profits be used by the Booster Club

SENIOR SCHOLARSHIPS, COACH RENTALS, TEAM BANQUET, FOOD FOR AWAY MEETS

Please note that the Timberlane School District reserves the right to remove any signs at any time.

The Timberlane Regional School District does not approve of any signage promoting Drug, Alcohol, or Tobacco products.



March 20th, 2025

EXECUTIVE SUMMARY

Elementary Enrollment projections 25-26

The purpose of this summary is to provide the school board with initial enrollment projections for the 2025-2026 school year. These projections are based on currently enrolled students advanced to the next grade level.

Atkinson Academy

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5
projected student #s	50	68	51	57	59
class size by policy	20	22	22	25	25
projected classes	17/17/16	17/17/17/17	17/17/17	19/19/19	20/20/19

Danville School

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5
projected student #s	42	47	44	42	51
class size by policy	20	22	22	25	25
projected classes	14/14/14	16/16/15	22/22	21/21	17/17/17

Pollard School

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5
projected student #s	63	66	72	83	61
class size by policy	20	22	22	25	25
projected classes	16/16/16/15	22/22/22	18/18/18/18	21/21/21/20	21/20/20

Sandown North

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5
projected student #s	73	67	62	70	64
class size by policy	20	22	22	25	25
projected classes	19/18/18/18	17/17/17/16	21/21/20	24/23/23	22/21/21



NH School Administrative Unit 106 | Timberlane Regional School District

30 Greenough Road, Plaistow, NH 03865 Voice: (603) 382-6119 Fax: (603) 382-3334

[Timberlane.net](https://www.timberlane.net)

[@TimberlaneRegional](https://www.facebook.com/TimberlaneRegional)

[@TimberlaneRSD](https://www.instagram.com/TimberlaneRSD)

[@TimberlaneRSD](https://www.twitter.com/TimberlaneRSD)

Early Childhood Programs

Early Childhood program enrollments are based on currently enrolled students advanced to the next grade level, and indicate numbers before new student registration opens.

	Atkinson Academy	Danville School	Pollard School	The Learning Center at Sandown Central
Preschool	9			10
Pre-Kindergarten	7	15	7	26
Kindergarten	16	12	15	41

Respectfully submitted,
Lucy Canotas, Director of Elementary Education



EXECUTIVE SUMMARY

March 20, 2025

In accordance with Policy IJJ Textbook Selection and Adoption, I am requesting that the TRSB formally adopt the textbook: *Myers' Psychology For The AP Course*. As you may remember the board formally approved the 2025-2026 Program of studies in December 2024, which included offering AP Psychology. As part of The College Board requirements for that course, an official textbook must be adopted by the school. Through a selection process that involved teachers and administrators at TRHS, as well as the TRSD Curriculum and Assessment committee, multiple textbooks were considered, and ultimately it was determined that *Myer's Psychology for the AP Course* was the best solution.

Book title	Myers' Psychology For the AP course
Authors	David G. Myers; C. Nathan DeWall; Elizabeth Yost Hammer
Publisher	bedford, freeman, & worth
Edition	4th
Copyright	2024
Resources in order	30 Physical Text books 30 Digital Licenses- Good for 6 uses each 1 teacher's edition with Online teacher resources Test bank aligned to the AP test
Total Cost	\$6488.37 (including shipping)

“The best AP® psychology textbook is back and better than ever! Perfectly aligned to the new course framework, Myers' Psychology for the AP® Course, fourth edition delivers the wit and poignant personal stories that you love as well as the new AP® skills development that you need. Also new to this edition, new co-author Elizabeth Yost Hammer brings a deep knowledge and understanding of the AP® psych course based on years of attending the AP® reading, including several years as the AP® Chief Reader. Together, David, Nathan, and Liz share a passion for supporting your teaching of psychological science.”

Table of Contents

Unit 0: An Introduction to Psychology Science Practices: Research Methods and Data Interpretation

Unit 1: Biological Bases of Behavior

Unit 2: Cognition

Unit 3: Development and Learning

Unit 4: Social and Personality

Unit 5: Mental and Physical Health

Respectfully submitted,

Mark Pedersen



EXECUTIVE SUMMARY

March 20, 2025

Utility Van Purchase Request/ Waiver of Policy DJE

An RFP was issued to purchase a new utility van for the facilities division. There were no submissions for this RFP. We then solicited quotes from several dealerships in the New Hampshire area. Bonneville and Son of Manchester, NH was able to find a vehicle that met our standards, under our budget.

Rationale: We now have a complete compliment of facilities technicians. Two HVAC technicians are currently sharing a vehicle, which presents challenges as their shifts overlap.

Background Information:

Model	Make	Year	Mileage	Purpose
E150	Ford	2014	79,000	Gen. Maintenance
Promaster	Dodge	2016	92,000	HVAC Set Up
3500	GMC	2023	8,000	Electrician Set Up
Savanah	GMC	2022	22,500	With trailer hitch and electric brakes

Action Items:

- For the Board to Waive Policy DJE to complete the purchase of the van.
- For the Board to approve the purchase of the van. See attached quote.

Respectfully submitted,
Chris Martin

FRANK JANVRING
Timberlane, NJ

BUYER		CO-BUYER		Deal #: 148804	
NH Work #: Email:		Salesperson:		Deal Type: Retail	
				Deal Date: 03/05/2025	
				Print Time: 12:00pm	
VEHICLE					
New ☒ Used ☐ Demo ☐	Stock #: F63011	Description: 2025 RAM PROMASTER	VIN: 3C6LRVDG3SE500999	Mileage:	
TRADE					
MSRP: \$ 58,120.00 Discount: \$ 2,654.00 Sale Price: \$ 55,466.00 Total Financed Aftermarkets: \$ 0.00 Total Trade Allowance: \$ 0.00 Trade Difference: \$ 55,466.00 Doc Fee: \$ 383.00 State & Local Taxes: \$ 0.00 Total License and Fees: \$ 27.00 Total Cash Price: \$ 55,876.00 Total Trade Payoff: \$ 0.00 Delivered Price: \$ 55,876.00 Cash Down Payment + Deposit: \$ 0.00 Total Rebates: \$ 3,000.00 Sub Total: \$ 52,876.00 Service Agreement: \$ 0.00 Maintenance Agreement: \$ 0.00 GAP Insurance: \$ 0.00 Credit Life, Accident & Health: \$ 0.00 Other: \$ 0.00			PAYMENTS Option 1: (retail) Cash		

X

Buyer

X

Dealer



EXECUTIVE SUMMARY

Director of Plant Operations Title Change Request – March 20, 2025

In April of 2021, the previous HR director and superintendent moved forward with changing the title of Director of Facilities to Director of Plant Operations. At that time, Timberlane was still part of SAU 55. In July of 2021, a new individual was hired as Director of Plant Operations for SAU 106. However, the title was never changed in Infinite Visions. To provide clarity and alignment to many other districts in the state, I am requesting a formal title change to Director of Facilities.

Respectfully submitted,
Dr. Chris Martin

Timberlane Regional School District

Atkinson, Danville, Plaistow, Sandown

2024 – 2025 School Calendar

The Mission of the Timberlane Regional School District is to engage all students in challenging and relevant learning opportunities, emphasizing high aspirations and personal growth.

	<i>M</i>	<i>T</i>	<i>W</i>	<i>TH</i>	<i>F</i>		<i>M</i>	<i>T</i>	<i>W</i>	<i>TH</i>	<i>F</i>
August				<i>X</i>	<i>X</i>	February	3	4	5	6	7
	<i>X</i>	<i>X</i>	<i>X</i>	<i>X</i>	<i>X</i>	(15)	10	11	<i>ER</i>	13	14
	<i>X</i>	<i>X</i>	<i>X</i>	<i>X</i>	<i>X</i>		17	18	19	20	21
	<i>X</i>	<i>X</i>	21-NTI	22-NTI	<i>X</i>		<i>X</i>	<i>X</i>	<i>X</i>	<i>X</i>	<i>X</i>
	<i>X</i>	27-NT	28-B-PD*	29-D-PD*	<i>X</i>	March	3	4	5	6	7
September	<i>X</i>	3	4	5	6	(20)	10	<i>PD</i>	12	13	14
(20)	9	10	11	12	13		17	18	19	20	21
	16	17	18	19	20		24	25	26	27	28
	23	24	<i>ER</i>	26	27		31				
	30					April		1	<i>ER</i>	3	4
October		1	2	3	4	(19)	7	8	9	10	11
(22)	7	8	9	10	11		14	15	16	17	18
	<i>X</i>	15	16	17	18		21	22	23	24	25
	21	22	<i>ER</i>	24	25		<i>X</i>	<i>X</i>	<i>X</i>		
	28	29	30	31		May				<i>X</i>	<i>X</i>
November					1	(19)	5	6	7	8	9
(16)	4	<i>PD</i>	6	7	8		12	13	<i>ER</i>	15	16
	<i>X</i>	12	13	14	15		19	20	21	22	23
	18	19	20	21	22		<i>X</i>	27	28	29	30
	25	26	<i>X</i>	<i>X</i>	<i>X</i>	June	2	3	4	5	6
December	2	3	4	5	6	(14)	9	10	11	12	13
(15)	9	10	<i>ER</i>	12	13		16	17	18	<i>ER</i>	
	16	17	18	19	20						
	<i>X</i>	<i>X</i>	<i>X</i>	<i>X</i>	<i>X</i>						
	<i>X</i>	<i>X</i>									
January			<i>X</i>	2	3						
(20)	6	7	8	9	10						
	13	14	15	16	17						
	<i>X</i>	21	22	23	24						
	<i>PD</i>	28	29	30	31						

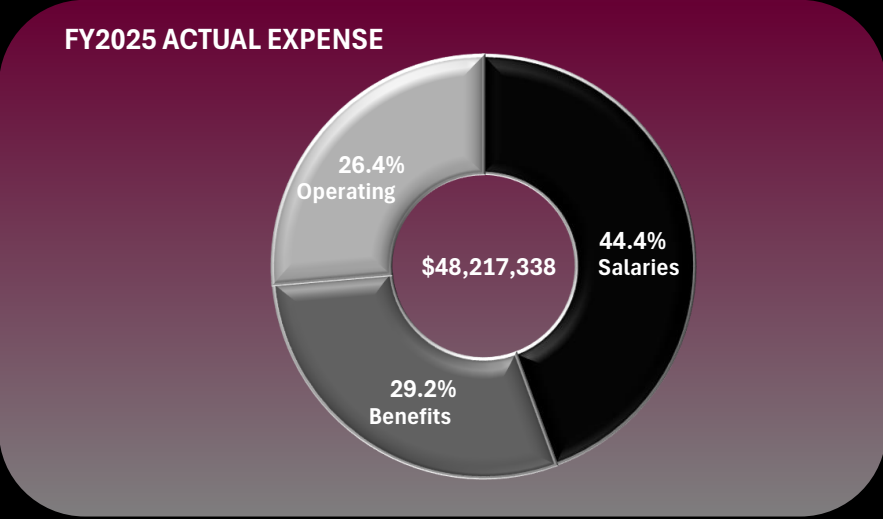
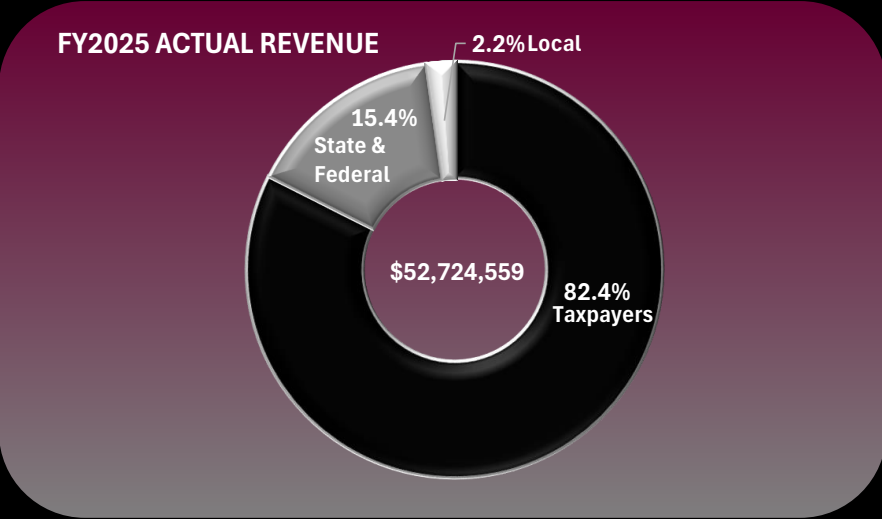
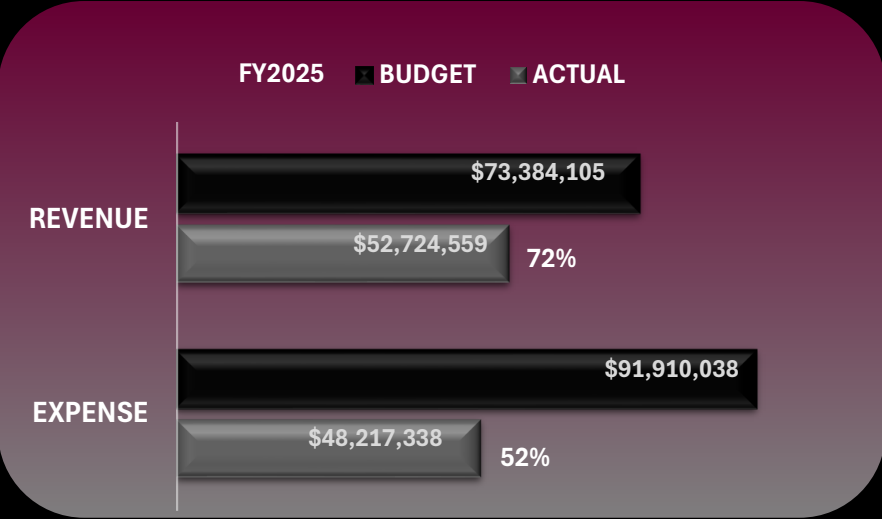
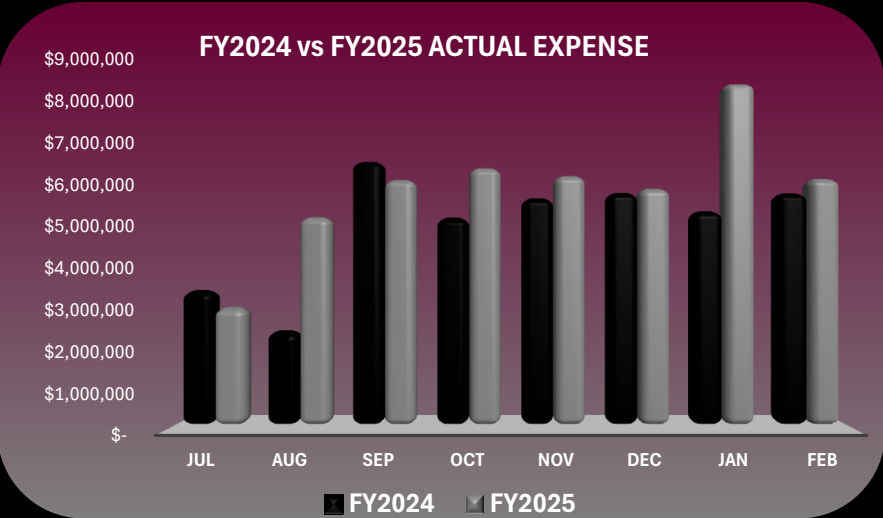
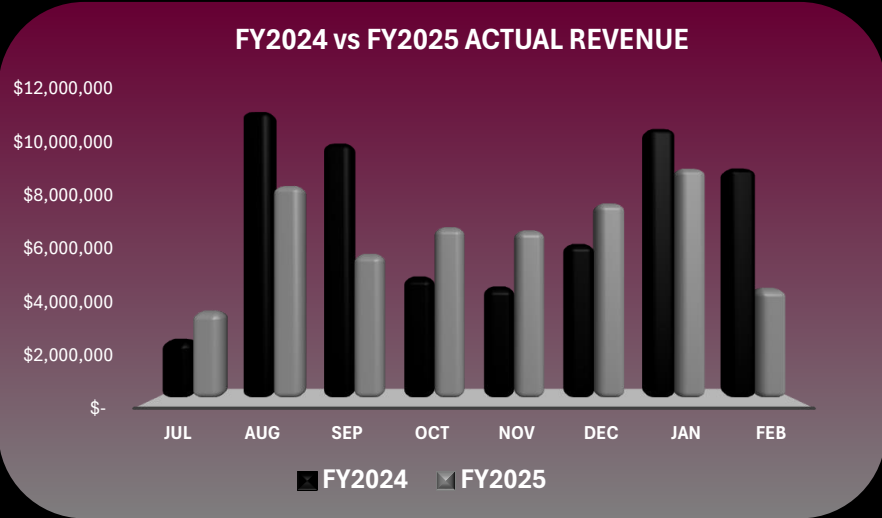
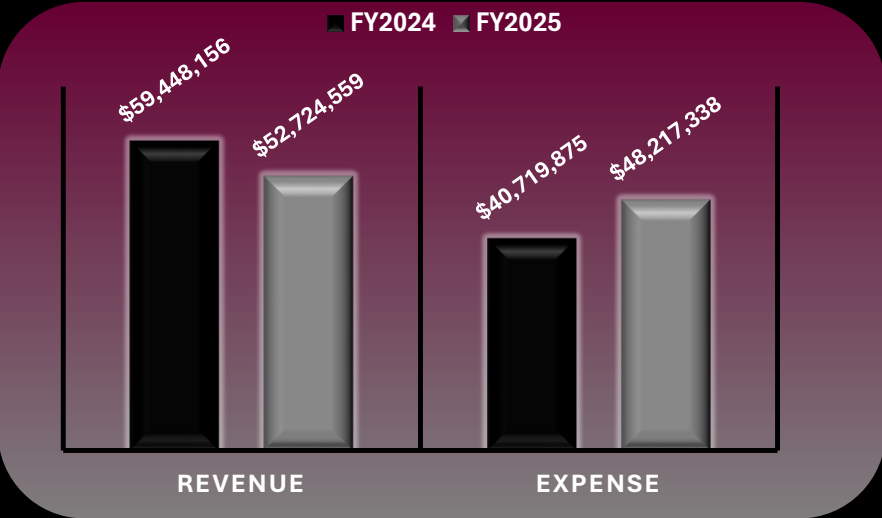
PD = Professional Development Day (no school for students)
D-PD = District Professional Development NT=New Teacher Day
B-PD = Building Level Professional Development
X = Holiday/School Break MU= Make-Up Day ER= Early Release

Student Year = 180 days
Teacher Year = 187 days
New Teacher Year = 188 days
TSSU Year = 183 days
End of Quarter 1: November 6th; Quarter 2: January 24th; Quarter 3: April 9th;
Quarter 4: last day of school
End of Trimester 1: December 3rd; Trimester 2: March 19th; Trimester 3: last day of school

August 21-22 & 27	New Teacher Induction/Orientation	January 20	Martin Luther King, Jr. Civil Rights Day
August 28-29*	Professional Development TTA & TSSU	January 27	Professional Development TTA
September 3	First Day of School	February 12	Early Release
September 25	Early Release	February 24-28	Winter Break (Presidents' Day is observed on 2/24/25)
October 14	Columbus Day	March 11	Professional Development TTA & TSSU
October 23	Early Release	April 2	Early Release
November 5	Professional Development TTA / Presidential Election	April 28-May 2	Spring Break
November 11	Veteran's Day	May 14	Early Release
November 27-29	Thanksgiving Break	May 26	Memorial Day
December 11	Early Release	June 19*	Last Day of School / Early Release
Dec 23-Jan 1	Holiday Break		

TIMBERLANE REGIONAL SCHOOL DISTRICT

DASHBOARD OF THE GENERAL FUND AS OF FEBRUARY 2025



EXPENSES	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
FY2024 ACTUAL	\$ 3,430,299	\$ 2,411,241	\$ 6,671,503	\$ 5,264,009	\$ 5,753,495	\$ 5,888,269	\$ 5,422,705	\$ 5,878,355	\$ 8,347,613	\$ 5,796,601	\$ 5,906,811	\$ 11,135,195	\$ 71,906,094
As a % of Total	5%	3%	9%	7%	8%	8%	8%	8%	12%	8%	8%	15%	
FY2025 ACT./PROJ.	\$ 3,008,044	\$ 5,279,359	\$ 6,218,312	\$ 6,513,697	\$ 6,316,593	\$ 5,996,547	\$ 8,638,655	\$ 6,246,131	\$ 6,323,683	\$ 6,323,683	\$ 6,323,683	\$ 12,216,071	\$ 79,404,459
As a % of Total	4%	7%	8%	8%	8%	8%	11%	8%	8%	8%	8%	15%	
Increase (Decrease)	\$ (422,255)	\$ 2,868,118	\$ (453,191)	\$ 1,249,689	\$ 563,098	\$ 108,279	\$ 3,215,950	\$ 367,776	\$ (2,023,929)	\$ 527,083	\$ 416,873	\$ 1,080,876	\$ 7,498,365
Numbers in red indicate months with three pay period. Numbers in green indicate projected expenses.													



3,224 STUDENTS



619 EMPLOYEES



75 CONTRACTORS



EXECUTIVE SUMMARY - Determination for Phase 3 Project List

March 20, 2025

Overview

The facilities committee voted to approve a Phase 3 project list (below) specific to the lease-purchase agreement in the fall of 2024. On January 2, 2025, it was considered by the school board and the Phase 3 project list was approved, 8-0. Considering two citizen petition warrant articles that focused on the lease-purchase agreement, the school board provided direction to wait until after the district voting day to determine whether or not enter into a contract for Phase 3. The contract is prepared and reflects the work in the project list.

Articles and Results

Article 5 – Lease Purchase Agreement by Petition (Advisory Only)

Shall the Timberlane Regional School District (TRSD) vote to rescind and terminate the March 14, 2023 adoption of Article-3 Lease Purchase Agreement of \$25,243,000 as authorized by TRSD. (MAJORITY VOTE REQUIRED)

YES ☐

NO ☐

Article 6 – Lease Purchase Agreement by Petition (Advisory Only)

Shall the Timberlane Regional School District (TRSD) vote to raise and appropriate \$2,061,000.00 as voted on March 14, 2023 in Article-3 until all prior lease expenditure amounts, including principal, interest, and prepayment penalties, are paid in full, and furthermore, vote to no longer appropriate for any future phasing as relates to the March 14, 2023 adoption of Article-3 Lease Purchase Agreement of \$25,234,000.000. (MAJORITY VOTE REQUIRED)

YES ☐

NO ☐

#5: Lease Purchase Agreement by Petition (Advisory Only)	YES	877		591		661		760	2889	PASS
	NO	803		403		483		561	2250	

#6: Lease Purchase Agreement by Petition (Advisory Only)	YES	719		382		473		492	2066	
	NO	954		599		654		812	3019	FAIL



NH School Administrative Unit 106 | Timberlane Regional School District

30 Greenough Road, Plaistow, NH 03865 Voice: (603) 382-6119 Fax: (603) 382-3334

Timberlane.net @TimberlaneRegional @TimberlaneRSD @TimberlaneRSD

Phase 3 Project List

Location	Description	Cost
AA	Replace existing HVAC unit	\$1,264,410
AA	Replace Micro Metal unit with Daiken and re-duct using interior ductwork	\$438,345
AA	Lower level unit that does main office floor and add energy recovery	\$306,450
AA	Replace attic unit condenser	\$265,950
AA	Replace existing HVAC unit	\$15,000
AA	HVAC controls	\$467,000
SN	HVAC controls	\$332,500
	Credit from Phase 2	\$500,000
Total		\$2,589,655



TRSD POLICY COMMITTEE'S RECOMMENDATIONS TO THE SCHOOL BOARD

March 20, 2025

Second Read/Adoption

Policy	Changes/Recommendations
FF Naming New Facilities	<i>No changes since first read.</i> Parameters have been added.

First Read

Policy	Changes/Recommendations
EBB School Safety	TRSD does not have this policy. Required by law. NHSBA's sample policy.
EBCC False Alarms, Bomb, Active Shooter and Other Such Threats	TRSD's policy was outdated. Included language addressing emergency services to encompass all relevant authorities.

Timberlane Regional School District	Policy Code: FF
Adopted: 03-07-91 Revised: 12-03-98 Revised: 03-19-09 Revised: 04-07-16 Revised:	Page 1 of 3

NAMING NEW FACILITIES

~~It is the policy of the School District that requests to name or change the name of school buildings or parts of school buildings, (gymnasium, libraries, fields, etc.) will only be done by a majority vote of school board members present at a regularly scheduled school board meeting.~~

A. PURPOSE AND GENERAL POLICY

The purpose of this policy is to establish a process and guidelines for the naming of School District school buildings or facilities, and dedication of areas of buildings or facilities.

The naming of a building or facility, or the designation of an area of a building or facility, is an extraordinary and rare event falling within the authority of the School Board as the District's governing body. The Board should not consider such actions lightly nor base them on recent notable events.

For purposes of this policy, "buildings and(or) facilities" shall mean and include every school, school district building, [stadium], athletic field, playground, or other real estate owned or leased by the District, or otherwise under the jurisdiction of the School Board.

"Area of buildings or facilities" refers to identifiable spaces/core areas within a building or facility, including but not limited to such spaces as media centers, gymnasiums, auditoriums, hallways, wings, etc.

The Board retains the authority in its sole discretion to name, rename or change, in whole or in part, the name of any building or facility, or the designated name of any area of a building or facility. Such naming, renaming, or changing may be considered at any time the Board so chooses, including, without limitation, naming proposals recommended prior to construction, when construction is in progress, or after being acquired, by the district.

B. GENERAL GUIDELINES FOR NAMING OF BUILDINGS OR FACILITIES OR FOR DEDICATION OF SPACES.

1. The naming of school buildings or facilities or dedication of building/facility spaces is the ultimate responsibility of the School Board. Individuals or groups may submit a written naming or dedication proposal to the Superintendent. Naming or dedication proposals should include any information relating to the guidelines below, along with any other

Timberlane Regional School District	Policy Code: FF
Adopted: 03-07-91 Revised: 12-03-98 Revised: 03-19-09 Revised: 04-07-16 Revised:	Page 2 of 3

information the person/group making the proposal deems appropriate to enable the Board to make an informed decision.

2. The Superintendent will place the proposal on a Board1 meeting agenda.

3. Timberlane Regional School District facilities, as defined above, may be name according to the following guidelines:

a. After a person, organization, or group that either:

i. achieved national, regional, state, or local prominence in the fields of education, athletics, arts and sciences, the humanities, government, civic leadership, or humanitarian causes; or

ii. provided philanthropic or financial support to the School District

b. After local or regional geographic features

c. After Timberlane Regional School District educational terminologies, practices, or concepts.

4. TRSB/TRSD in Naming a facility or portions of a facility shall consider:

a. The proposed name shall be appropriate

b. The name should stand the test of time

c. If the name involves a person, there should be evidence of distinguished service, special school contributions (fiscal or service), or other honors earned which reflect well upon the education received in the School District. Naming a site or facility after an individual shall be done after a reasonable waiting period of at least one (1) year following the individual's departure from the district.

d. If the name involves a person, organization or group that has made or pledged significant financial contributions toward constructing or renovating a facility, the School Board will decide if replacement of any such name is warranted at any time if circumstances deem the name to be inappropriate for the School District. If the name involves a person, organization or group that has made or pledged significant financial

Timberlane Regional School District	Policy Code: FF
Adopted: 03-07-91 Revised: 12-03-98 Revised: 03-19-09 Revised: 04-07-16 Revised:	Page 3 of 3

contributions towards constructing or renovating a facility all other TRSD policies must be followed in relation to the naming facility process

e. Portions of school facilities shall be named according to their educational purpose; however, if another name is used, it has no implied permanence and may later be removed by the School Board.

f. The School Board may establish a committee, if deemed warranted, to develop a name to be recommended to the board

g. The School Board will make the final decision to name or rename a facility or portions of a facility; the board reserves the right to reject any proposals.

5. Memorials and Recognitions:

a. Community or school groups who wish to memorialize or recognize the outstanding contribution of a deceased student or staff member of the school, or outstanding service of a retired staff member or former board member, or philanthropic contribution by a person, organization or group may pursue signage, plaque, or landscaping subject to the approval of the School Board after their consideration of a recommendation from the building principal, facilities director, and/or superintendent.

b. Costs of signage, landscaping, or other site improvements shall be subject to School Board approval.

c. Prior to final approval of any proposal for a physical memorial, the Superintendent and or their designee will review the proposal to determine whether the proposed memorial will result in any costs or exposure to liability to the district relative to installation or maintenance.

d. All approved donated memorials and recognitions become School District property.

Timberlane Regional School District	Procedure Code: EBB
Adopted:	Page 1 of 3

SCHOOL SAFETY

The Board recognizes that effective learning and teaching takes place in a safe, secure, and welcoming environment and that safe schools contribute to improved attendance, increased student achievement, and community support. The practice of safety shall be considered a facet of the instructional programming of the District schools by incorporating concepts of safety appropriately geared to students at different grade levels.

The Superintendent shall be responsible for developing and maintaining a comprehensive safety program/plan for the District, taking into account applicable laws, regulations, Board policies, and best practices. **While the comprehensive safety program need not be a single consolidated document,** it should include:

- A. The District-wide Crisis Prevention and Response Plan prepared under policy EBCA, which, in turn, includes the site-specific Emergency Operations Plan for each school (see also RSA 189:64 and policy EBCA);
- B. The Sports Injury Emergency Action Plan prepared under policy JLCIA;
- C. The District Communication Plan EG; and
- D. The School Bus Safety Program established under policy EEAE.

Additionally, to the extent not included in the above specific Board directed plans, the Superintendent will address the following areas of emphasis in the comprehensive safety plan:

- 1. Procedures that address the supervision and security of school buildings and grounds. See also ECA.
- 2. Procedures that address the safety and supervision of students during school hours and school-sponsored activities. See also JLIA.
- 3. Procedures that address persons visiting school buildings and attending school-sponsored activities. See also KI.
- 4. Training programs for staff and students in crisis prevention and management. See EBCA.

Timberlane Regional School District	Procedure Code: EBB
Adopted:	Page 2 of 3

5. Training programs for staff and students in emergency response procedures that include practice drills for fire and all hazard as required by law and Board policy EBCB.
6. Training programs for staff and students in how to recognize and respond to behavior or other information that may indicate impending violence or other safety problems. See also EBCC.
7. Procedures and training to implement employee and work-place safety per Board policy EB.
8. Training and support for students that aims to relieve the fear, embarrassment, and peer pressure associated with reporting behavior that may indicate impending violence or other safety problems.
9. Procedures for safe and confidential reporting of security and safety concerns at each school building.
10. Procedures for regular assessments by school security/safety professionals and law enforcement officers to evaluate the security needs of each school building and to provide recommendations for improvements if necessary. See also ECA.
11. Procedures for periodic assessments by school climate professionals to determine whether students feel safe and to provide recommendations for improvements in school climate at each district building.
12. Procedures for managing the behavior of children, including, proper training and protocols relative to restraint and seclusions consistent with RSA 126-U and Board policy JKAA.
13. Training programs for staff and students in safety precautions and procedures related to fire prevention, natural disaster response, accident prevention, public health, traffic, bicycle and pedestrian safety, environmental hazards, civil defense, classroom and occupational safety, and special hazards associated with athletics and other extracurricular activities.
14. District and building level procedures to assure timely safe schools reporting to law enforcement the N.H. Department. of Education and the School Board as required under RSA 193-D:4.

Timberlane Regional School District	Procedure Code: EBB
Adopted:	Page 3 of 3

Whenever the Superintendent delegates tasks relating to the above to other District personnel, that delegation should be recorded in a manner readily accessible to others in the instance of the Superintendent's absence or departure.

Each Principal shall be responsible for the supervision and implementation of components of the safety programs in their school, inclusive of school buses, school grounds (including playgrounds), during authorized school activities (such as field trips), within school building(s) (including classrooms and laboratories), off school grounds during school sanctioned activities (including, but not limited to, work-based learning and internships), and in the use of online resources.

Timberlane Regional School District	Policy Code: EBCC
Adopted: 01-01-83 Revised: 02-07-91, 10-07-99, 09-20-01 Revised: 06-05-14	Page 1 of 1

FALSE ALARMS, BOMB, ACTIVE SHOOTER AND OTHER SUCH THREATS

The Board recognizes that false alarms, and bomb, active shooter or other such threats, are a significant concern to ~~the~~ schools. Whether ~~the a~~ threat is real or a hoax, ~~a bomb threat it~~ represents a likely substantial disruption to the educational mission of the school, as well as potential danger to the safety and welfare of students, staff, and school property.

No person shall make or communicate, by any means, a threat ~~that a bomb has been or will be placed- stating the current or future presence of: a fire, an explosion, an active shooter, an explosive device, a biological or chemical substance, or other catastrophic emergency~~ on school premises. This prohibition extends to activating any alarm on school property intended to warn of the presence of one or more such threats or conditions when the person activating the alarm knows the threat or condition is not present, or there is no reasonable basis presence of such threat or condition. Making such threats or false alarms will be deemed a violation of the applicable code of conduct, with potential disciplinary action, and will be referred to law enforcement for potential criminal prosecution.

~~Any bomb threat. Any such false threat or alarm~~ will be regarded as a serious matter and will be treated accordingly. In the event a ~~bomb-violent~~ threat is made or alarm activated, the Building Principal/supervisor shall follow the pertinent following procedures shall be followed set forth in the District Crisis Prevention and Response Plan EBCC, and the school specific Emergency Operations Plan. At a minimum:

1. The Superintendent or his/her designee shall make a determination as to whether call for an immediate evacuation of school buildings is required in accordance with the District Crisis Prevention and Response Plan.
2. Simultaneously, local law enforcement authorities shall be notified.
3. An investigation of the threat should be made by local law enforcement authorities or applicable state department.
4. Any decision to re-enter the school or buildings after an evacuation will be made by the Superintendent, or designee, and only after such clearance has been given by the appropriate law enforcement agency.
- 3.5. The Superintendent or her/his designee will communicate the occurrence of any threat under this policy to the parents of any students in the affected building, whether or not a full evacuation occurred EITHER in accordance with the District Crisis Prevention and Response Plan OR the District Communication Plan OR as soon as deemed appropriate under the circumstances.

~~Any decision to re-enter the school or buildings will be made by the Superintendent, or designee, and only after such clearance has been given by the appropriate law enforcement agency.~~

~~Making a bomb threat is a crime. As such, any person found to have made a bomb threat will be subject to arrest and prosecution according to law. Any student suspected of making a bomb threat will be reported to law enforcement authorities for investigation and possible prosecution. Apart from any penalty imposed by law, and without regard to the existence or status of criminal charges, a student who makes a bomb threat shall be subject to disciplinary action, in accordance with applicable Board policy.~~

Legal References:

RSA 158:9, Possession of Explosives

RSA 644, Breaches of the Peace and Related Offenses

Appendix EBCC-X



EXECUTIVE SUMMARY

March 20, 2025

RFP for Firewalls

This executive summary presents the results and recommendation following the completion of the RFP process for seven network firewalls for the district. These new devices will replace the aging firewalls currently in use at our schools and central office.

The district participates in the federal e-rate program, which reimburses up to 40% of the cost for eligible network and security infrastructure, including these firewalls. This program has strict submission deadlines, with March 26th being the cutoff to declare purchases under the current cycle.

The RFP was posted on our website and distributed to vendors on February 10, 2025, with a submission deadline of March 9, 2025. Participation in the e-rate program was a requirement for all bidding vendors. Five vendors submitted proposals. After a thorough review, the administration recommends awarding the contract to Whalley Computer Associates, which provided the lowest qualifying bid.

Respectfully Submitted,
Kenneth Henderson
Director of Technology



NH School Administrative Unit 106 | Timberlane Regional School District

30 Greenough Road, Plaistow, NH 03865 Voice: (603) 382-6119 Fax: (603) 382-3334

Timberlane.net

@TimberlaneRegional

@TimberlaneRSD

@TimberlaneRSD

Bid Opening Record

Bid: E-Rate 2025 RFP - Firewall

Date: 3.10.25

Ref. Policy DJE

<u>Bidder</u>	<u>Description</u>	<u>Qty</u>	<u>Unit Price</u>	<u>Total Amount</u>	<u>Attend ed</u>
Primetech	1-year			\$83,660.93	No
CDW	1-Year			\$87,077.05	No
Whalley	1-Year			\$81,191.00	No
Telephone & Network	2-Year			\$111,968.48	No
Blue Spruce Technologies	Did not meet bid requirements			\$65,158.29	No

Witnesses:

<i>Russell Henderson</i>	<i>Chris Martin</i>

Recorder:

Heather Greenfield

Name

Heather Greenfield

Signature

Low bidder submittal will be reviewed to insure compliance with bid specs.

Reference checks will be completed prior to awarding of bid.

This form will be on file in the District Office for one year and attached to electronic Purchase Requisition.

The mission of the Timberlane Regional School District is to engage all students in challenging and relevant opportunities, emphasizing high aspirations and personal growth.

CERTIFICATE *of* SIGNATURE

REF. NUMBER
AQ5TY-DEB7M-HVXRI-FRPMG

DOCUMENT COMPLETED BY ALL PARTIES ON
18 MAR 2025 17:56:23 UTC

SIGNER

HEATHER GREENFIELD

EMAIL
HEATHER.GREENFIELD@TIMBERLANE.NET

TIMESTAMP

SENT
18 MAR 2025 17:39:01 UTC

SIGNED
18 MAR 2025 17:39:01 UTC

SIGNATURE

Heather Greenfield

IP ADDRESS
50.237.135.14

LOCATION
PLAISTOW, UNITED STATES

KEN HENDERSON

EMAIL
KEN.HENDERSON@TIMBERLANE.NET

SENT
18 MAR 2025 17:39:01 UTC

VIEWED
18 MAR 2025 17:39:27 UTC

SIGNED
18 MAR 2025 17:39:37 UTC

Kenneth Henderson

IP ADDRESS
50.237.135.14

LOCATION
PLAISTOW, UNITED STATES

RECIPIENT VERIFICATION

EMAIL VERIFIED
18 MAR 2025 17:39:27 UTC



CERTIFICATE *of* SIGNATURE

REF. NUMBER
AQ5TY-DEB7M-HVXRI-FRPMG

DOCUMENT COMPLETED BY ALL PARTIES ON
18 MAR 2025 17:56:23 UTC

SIGNER

CHRIS MARTIN

EMAIL
CHRIS.MARTIN@TIMBERLANE.NET

TIMESTAMP

SENT
18 MAR 2025 17:39:01 UTC

VIEWED
18 MAR 2025 17:56:02 UTC

SIGNED
18 MAR 2025 17:56:23 UTC

SIGNATURE



IP ADDRESS
50.237.135.14

LOCATION
PLAISTOW, UNITED STATES

RECIPIENT VERIFICATION

EMAIL VERIFIED
18 MAR 2025 17:56:02 UTC



Job Postings

As of 3/14/25															
JobId	Category	Position Type	Additional Title	Location	Closing Date	Date Available	Filled by AppNo	Date Filled	For Fiscal Year	Time To Fill	AppCount	MinorityCount	FemaleCount	MaleCount	Creator_User_ID
Athletics/Activities															
5067	Athletics/Activities	Coaching	TRHS Assistant Boys Outdoor Track Coach	Timberlane Regional High School	open until filled	3/24/2025			2024-2025	7	1			1	fantasia
5058	Athletics/Activities	Coaching	TRHS Head Boys Varsity Outdoor Track Coach	Timberlane Regional High School	open until filled	Mar-25			2024-2025	30	0				fantasia
5059	Athletics/Activities	Coaching	TRMS Boys Baseball B Coach	Timberlane Regional Middle School	open until filled	Mar-25			2024-2025	22	0				fantasia
5056	Athletics/Activities	Coaching	TRMS Boys Head Track Coach	Timberlane Regional Middle School	open until filled	Mar-25			2024-2025	30	1		1		fantasia
5052	Athletics/Activities	Coaching	TRMS Girls Lacrosse Coach	Timberlane Regional High School	open until filled	1-Mar-25			2024-2025	42	3		3		fantasia
5063	Athletics/Activities		TRMS Girls Softball B Coach	Timberlane Regional Middle School	open until filled	March of 2025			2024-2025	7	3		2	1	fantasia
Elementary School Teaching															
5008	Elementary School Teaching	Intermediate - Grades 4, 5 Teacher	Elementary Teacher - Grade 5 cc2116 - One Year	Danville Elementary	Open until filled	as soon as possible			2024-2025	164	4	1	4		dhusson
5042	Elementary School Teaching	Art Teacher	Long Term Substitute - Elementary Art Teacher	Pollard School	Open until filled	2/5/2025			2024-2025	84	6		3		dhusson
5062	Elementary School Teaching	Music - General	Long Term Substitute - Elementary Music Teacher	Atkinson Academy	open until filled	As soon as possible			2024-2025	16	1				dhusson
5062	Elementary School Teaching	Kindergarten	Long Term Substitute - Half Day Kindergarten Teacher	Pollard School	open until filled	As soon as possible			2024-2025	21	1		1		dhusson
High School Teaching															
4908	High School Teaching	World Language - Spanish	Long Term Substitute - High School Spanish Teacher	Timberlane Regional High School	Open until filled	as soon as possible			2024-2025	298	6	4	4	2	dhusson
4882	High School Teaching	World Language - French	Part Time French Teacher cc1556	Timberlane Regional High School	Open until filled	as soon as possible			2024-2025	311	7	1	3	4	dhusson
Instructional Support Staff															
4511	Instructional Support Staff	Academic Tutor	Academic Tutor	Timberlane Regional School District	open until filled	as soon as possible			2024-2025	892	19	2	11	4	dhusson
4991	Instructional Support Staff	Regular education Paraeducator	Regular Education Paraeducator cc1225	Timberlane Regional High School	Open until filled	as soon as possible			2024-2025	205	8	1	4	2	dhusson
5046	Instructional Support Staff	Regular education Paraeducator	Regular Education Paraeducator cc2386	The Learning Center at Sandown Central	Open until filled	as soon as possible			2024-2025	49	4		1	1	dhusson
5028	Instructional Support Staff	Regular education Paraeducator	Regular Education Paraeducator cc748	The Learning Center at Sandown Central	Open until filled	as soon as possible			2023-2024	143	2		3	1	dhusson
5008	Instructional Support Staff	Special education Paraeducator	Special Education Paraeducator cc1070	Timberlane Regional High School	Open until filled	as soon as possible			2024-2025	168	7	1	3	2	dhusson
5066	Instructional Support Staff	Special education Paraeducator	Special Education Paraeducator cc1606	Timberlane Regional Middle School					2024-2025	9	1				dhusson
5065	Instructional Support Staff	Special education Paraeducator	Special Education Paraeducator cc2260	Sandown North	Open until filled	as soon as possible			2024-2025	10	0				dhusson
Maintenance/Custodial															
5017	Maintenance/Custodial	Custodian	Custodian - First Shift cc2271	Timberlane Regional High School	Open until filled	as soon as possible			2024-2025	156	22	6	3	17	dhusson
5064	Maintenance/Custodial	Custodian	Custodian - Second Shift cc1140	Sandown North	open until filled	As soon as possible			2024-2025	11	2			1	dhusson
4981	Maintenance/Custodial	Custodian	Custodian - Second Shift cc1454	Timberlane Regional High School	Open until filled	as soon as possible			2024-2025	221	11	3	2	8	dhusson
5038	Maintenance/Custodial	Custodian	Custodian Second Shift cc2276	Timberlane Regional High School	Open until filled	as soon as possible			2024-2025	112	12	2	2	4	Syelle
5061	Maintenance/Custodial	Custodian	Head Custodian cc1507	Sandown North	open until filled	As soon as possible			2024-2025	22	8			4	dhusson
4961	Maintenance/Custodial	Custodian	Part Time Custodian - Second Shift cc991	Atkinson Academy	Open until filled	as soon as possible			2024-2025	247	21	5	5	8	dhusson
4944	Maintenance/Custodial	Custodian	Substitute Custodians	Timberlane Regional School District	Open until filled	Ongoing			2024-2025	263	10	3	2	6	dhusson
Middle School Teaching															
5032	Middle School Teaching	Physical Education	Physical Education/Health Teacher cc1553	Timberlane Regional Middle School	Open until filled	as soon as possible			2024-2025	134	12	2	5	6	dhusson
Non-Instructional Support															
4878	Non-Instructional Support	Crossing Guard	School Crossing Guard cc2703	Timberlane Regional High School	Open until filled	as soon as possible			2024-2025	319	2	1		1	dhusson
4868	Non-Instructional Support	Crossing Guard	School Crossing Guard cc2706	Timberlane Regional Middle School	Open until filled	as soon as possible			2024-2025	329	3	3	2	1	dhusson
PAC TECHNOLOGY AND INSTRUCTORS															
4945	PAC TECHNOLOGY AND INSTRUCTORS	Private Music Instructors	Private Music Instructors	Performing Arts Center	Open until filled	7/1/2024			2024-2025	263	15	1	9	3	dhusson
Special Education															
5035	Special Education	Special Ed Coordinator	Special Education Coordinator cc2217	Timberlane Regional High School	Open until filled	as soon as possible			2024-2025	126	6	1	5	1	dhusson
5043	Special Education	Special Education Teacher	Special Education Teacher cc1723	Timberlane Regional High School	Open until filled	as soon as possible			2024-2025	73	1			1	dhusson
Substitute															
4943	Substitute	Substitute Teacher	Substitute Teacher, Paraeducator, and LNA 20	Timberlane Regional School District	Open until filled	Ongoing			2024-2025	263	66	3	44	16	dhusson